

Environment and Renewable Energy

Caribbean Efficient and Green Energy Buildings Project (CEGEB)

TERMS OF REFERENCE **Social Specialist**

1. BACKGROUND AND PROJECT DESCRIPTION

The Government of Grenada (GoG) has received financing through the World Bank and the Caribbean Development Bank towards the Caribbean Efficient and Green Energy Buildings Project (CEGEB) and the Caribbean Resilient Renewable Energy Infrastructure Investment Facility (CRREIF).

GoG is seeking to hire a Social Specialist to support the two projects. The approximate distribution of workload will be as follows:

1. CEGEB: 50% time
2. CRREIF: 50% time

Details of each project are included in Annex 1.

The projects are implemented by the Ministry of Climate Resilience, the Environment and Renewable Energy (MCRERE) in partnership with GRENLEC. The Project Implementation Unit (PIU) would be responsible for the implementation of all activities of the projects.

MCRERE intends to contract the services of a Social Specialist to support the PIU for the implementation of the Caribbean Efficient and Green-Energy Buildings Project (CEGEB) and the Caribbean Resilient Renewable Energy Infrastructure Investment Facility (CRREIF).

2. OBJECTIVES OF THE ASSIGNMENT

The Social Specialist is responsible for ensuring that all project activities are implemented in line with the WB Environmental and Social Framework, WB Environmental, Health and Safety Guidelines, national legislation, and Project E&S documentation (ESMF, SEP, LMP, ESCP). The Social Specialist will assist the project team in preparing project documents related to project management, including reports in line with national legal framework and World Bank rules and procedures, the Project Operational Manual and other project inputs and documentation.

3. SCOPE OF SERVICE

The Social Specialist shall work closely with the Environmental Specialist, the Monitoring and Evaluation Officer, the MCRERE and MOIID, and report to the Project Manager. The scope of services will include but is not limited to the following:

General

- Coordinate the implementation, monitoring and reporting of E&S compliance along with the Environmental Specialist
- Ensure implementation of the Environmental and Social Commitment Plan (ESCP) and the E&S instruments such as Stakeholder Engagement Plan (SEP), Labor Management Procedures (LMP), including the Grievance Redress Mechanism (GRM) as described in the SEP, and dedicated to Project workers, as described in the LMP.
- In coordination with the Environmental Specialist, update of E&S instruments (SEP, LMP, ESMF, ESMPs) as needed.
- Monitor the implementation of the ESCP, SEP, LMP, and the other E&S documents such as Environmental and Social Impact Assessments (ESIAs) and Environmental and Social Management Plans (ESMPs) to be developed under the project.
- Monitor issues related to Gender Based Violence and Sexual Exploitation and Abuse, if any, during the project implementation phase.
- Review and ensure that relevant aspects of the ESCP and the WB Environmental and Social Standards (ESS) instruments are duly incorporated into the procurement documents. Support with monitoring to ensure that the consultants and contractors comply with the ESHS specifications of their respective contracts.
- In collaboration with the Environmental Specialist and Communications Specialist, where applicable, update the environmental and social management plans, LMP with its GM, SEP with its GM, RAPs with the GM. Review documents regularly and update as required.
- Provide contributions to the regular semi-annual and annual progress reports on projects' implementation as required by the Government and the World Bank.
- Liaise with GRENLEC's Owner's Engineer's Environmental Specialist and ensure the ESCP, SEP, LMP, GRM and ESMP are properly implemented.
- Perform other duties in line with the scope of the project leading to compliance with environmental and social aspects and related instruments.

Site-specific actions for subprojects to be financed under the Project

The Social Specialist will lead the following activities and collaborate with the Environmental Specialist as needed:

- For the subprojects involving civil works, carry out screening and scoping to determine potential social impacts. The screening and scoping should be carried out in coordination with other members of the PIU and informed by draft designs and existing studies where possible.
- Based on the findings of the screening and scoping, draft the site specific ESMPs/guidance for contractors.
- If needed, finalize the draft terms of reference for consultancies to undertake ESMPs (or ESIAs as required) for each site.
- Oversee and monitor the work of Project consultants to ensure there is compliance with the ToRs, ESSs and national laws.

- Review the ESIAs and ESMPs and other reports produced by the consultants to ensure compliance with the ToRs, ESSs and national laws.
- Ensure the preparation, consultation, adoption, disclosure of site-specific ESIAs and ESMPs.
- Ensure bidding and contracting documents incorporate the ESMP requirements. This is to be undertaken in coordination with the OECS Commission.
- Work with the project management procurement staff to ensure that social aspects are incorporated, as appropriate, into contracts for goods and services and that suppliers and contractors are fully aware of their responsibilities in this regard.
- Lead the organisation and implementation of training to project workers on Environmental and Social Standards, stakeholder engagement, GRM, sexual exploitation and abuse and sexual harassment (SEA/SH) and other topics of relevance for E&S compliance.
- During implementation of the approved subprojects, undertake regular social monitoring to verify whether and how provisions of the ESIAs/ESMPs as well as SEP, LMP and are followed by all relevant stakeholders (designers, contractors, beneficiaries, etc.).
- Ensure that subcontractors follow the ESMPs and other appropriate measures during construction and other civil works.
- Provide orientation to contractors and workers on application of ESMPs, Code of Conduct, Occupational Health and Safety Guidelines, and LMP, and supervise their compliance with same.
- Work closely with key agencies and beneficiary agencies, to ensure that environmental aspects are understood, taken into account through ESMPs or other instruments, and implemented.
- Assist the PIU in preparing the technical aspects of reports relevant to civil works.
- Report regularly to the Project Manager in writing on the results of monitoring visits, promptly identify any environmental and/or social issues or cases of non-compliance and make recommendations for dealing with those issues.

Technical Assistance

- Provide guidance such that all Terms of Reference (ToRs) for studies, capacity building, training and any technical assistance activities carried out under the Project duly incorporate and take into consideration, the requirements (as applicable) of the E&S Standards of the Environmental and Social Framework (ESF) of the Bank.

Stakeholder Engagement

In collaboration with the Environmental Specialist and Communication Officer, ensure the implementation of the stakeholder process set forth in the SEP:

- Develop and implement activities and measures to ensure the social inclusion of the disadvantaged or vulnerable people in the mainstream consultation process and in project's benefits;
- Share Project information and support consultations, including site-specific consultations, with the relevant Project affected parties and other interested parties to ensure that issues are addressed in a timely manner and that project beneficiaries are kept abreast of developments, in line with the stakeholder engagement process identified in the SEP;

- Conduct regular consultations with project stakeholders; ensure site-specific consultations happen as planned;
- Systematically document all consultations and meetings held with project beneficiaries, local communities, stakeholders and any PAP in the form of consultation reports.
- Lead the implementation, monitoring and reporting of the GRM of the SEP
- Ensure that the project GM is disseminated during all stakeholder engagement activities;
- Ensure the timely resolution of project grievances.
- Ensure that stakeholders' feedback is integrated into ESMPs/ESIAs and other site-specific documents, as needed

Responsibilities related to LMP

- Support the implementation of the labour management procedures set forth in the LMP.
- Ensure that all project workers, including those of the PIU, sign a Code of Conduct as part of their contracts, including provisions on sexual exploitation and abuse, sexual harassment, and violence against children.
- Provide sensitisation and training to project workers on the Code of Conduct and supervise implementation of same
- Lead the implementation, monitoring and reporting of the GRM of the LMP.

4. LEVEL OF EFFORTS AND CONTRACT PERIOD

The Social Specialist is expected to work full-time based in Grenada for two years which can be extended subject to satisfactory performance until project closing. Performance will initially be reviewed at six months, and thereafter at annual reviews

The Social Specialist will be required to sign a code of conduct preventing abuse, exploitation, and harassment. The nature of the position is such that some of the work may be performed outside normal work hours, especially for consultations at the sub-project sites. This position may involve travel regionally.

5. OUTPUT AND DELIVERABLES

The Social Specialist will prepare and deliver the following outputs to the client:

- Outputs and deliverables for tasks as listed in the scope of services
- Monthly progress reports on the technical status of tasks undertaken as specified in the Scope of Services to be submitted by the 7th day of each month
- Biannual reports that consolidate the E&S performance of the Project and as inputs to the project's biannual report. The environmental inputs for the biannual report will include, but not be limited to, the implementation of the ESCP, SEP, LMP, and the development and implementation of the ESIAs and ESMPs, as well as stakeholder engagement activities.
- Liaise with GRENLEC's Owner's Engineer's Social Specialist and ensure GRENLEC's E&S monthly and biannual reports are prepared.
- Final project implementation Report, covering the period of the contract on the technical aspects of the project implementation

All Reports and documents prepared for the assignment is the property of the GoG. Progress reports are expected to inform on assignment progress, achievement, status, challenges, risks, among other matters. Note that while reporting is done periodically, it is the responsibility of the Consultant to raise flags and discuss emerging issues as soon as they are identified so that appropriate action can be taken in real-time.

The final implementation report should highlight, inter alia: a) The nature of the work undertaken throughout the consultancy, noting the level of success and constraints; b) Lessons learned during the assignment; and c) Recommendations for continued actions that would facilitate support achievement of the project outputs and outcomes.

6. QUALIFICATIONS AND EXPERIENCE REQUIREMENTS

The successful candidate must have:

- Bachelor's degree in Social Science, Anthropology, Sociology, Environmental Management, Community Development with 5 years as a Social Specialist in a Project environment.
- Minimum 3 years of experience in the preparation of social assessment, social policy development programs, and/or other social risk management instruments.
- Demonstrated experience working on projects that have applied the operational Environmental and Social Standards/safeguards policies of the World Bank or the Environmental and Social Standards of other international organisations
- At least 3 years of experience in working with different stakeholders to lead in the preparation and participation in intersectoral consultations and systematisation of information, facilitation of workshops and ESSs training.
- Proven ability to understand community and stakeholder perspectives and vulnerabilities and to engage with project stakeholders and project management teams positively and constructively.
- Knowledge and capacity in outreach and awareness/capacity building programs for governmental organisations, NGOs and/or local communities.
- Demonstrate relevant experience addressing social issues and responding to grievances.
- Knowledge of Grenada country policies and legislation related to E&S issues.
- Ability to communicate fluently in English, verbally and in writing.
- Experience working in the Caribbean or similar Small Island Developing States on similar assignments.
- Experience working with multi- disciplinary teams.
- Be competent in the use of word processing software packages, including MS Office.

Annex 1

Project Description – Caribbean Efficient and Green Energy Buildings Project (CEGEB)

CEGEB is a regional project aiming at scaling up energy efficiency use and renewable energy in public buildings in Saint Lucia, Grenada, and Guyana with the developmental objectives to save energy, increase the use of renewable energy in public buildings and facilities, and enhance the regulatory framework for investments in energy efficiency and renewable energy. The participating countries are accompanied at regional level by the Organisation of the Eastern Caribbean States (OECS) and the CARICOM Centre for Renewable Energy and Energy Efficiency (CCREEE). In Grenada, the Project Implementing Entities are the Ministry of Climate Resilience, the Environment, and Renewable Energies (MCRERE) and Grenada Electricity Services Ltd (GRENLEC). The project has three components:

Component 1: Investment in EE measures and distributed RE systems in the public sector:

This Component has two sub-components: (i) *Sub-component 1.2a*: to improve EE performance and increase use of RE in selected public buildings and facilities in Grenada; and ii) *Sub-component 1.2b* Carrying out technical support and investment for: (i) installation of utility-scale battery energy storage system (BESS) at the MBIA and (ii) associated transmission system upgrade for connecting the BESS to the national grid. Sub-Component 1.2b will be managed by GRENLEC.

Component 2: Regulatory Framework: The component will support carrying out national policy and regulatory development activities for scaling up investments in EE and RE and promoting harmonisation with relevant regional regulations and rules.

Component 3: Support to Pooled Procurement and Project Implementation, Capacity-Building and Gender Program: This component will support strengthening the capabilities of the national project implementation unit, stakeholder engagement and capacity building in planning, execution and operation investment and providing technical and operational assistance for coordination, financial management, procurement, environmental and social risk and impact management, monitoring and evaluation, and audit of the Project to support investment in (a) EE measures and distributed RE systems in public buildings.

Project Description - Caribbean Resilient Renewable Energy Infrastructure Investment Facility (RREIIF).

The RREIIF project aims to address regional market, administrative, and technical barriers to the expansion of resilient, utility-scale RE by private developers in the Eastern Caribbean. The project will establish a Regional Coordination Unit to aggregate small RE projects, create a clear regulatory framework for private power generation, and implement risk-mitigation mechanisms to incentivise favourable lending terms by private banks. Additionally, the project will provide technical assistance and training for project preparation and negotiation, as well as financing for

the modernisation and upgrading of power grids for RE integration, including battery energy storage systems (BESS).

The long-term goal of the project is to increase energy security at lower costs, enhance economic competitiveness, and create resilient energy infrastructure. The initial phase involves three countries, Grenada, Saint Lucia, and Saint Vincent and the Grenadines, and is designed to be expandable with more countries joining and additional investments being added to the project pipeline. The successful implementation of the first phase is expected to encourage more countries to participate, leading to more projects and advancing towards the long-term outcome.

The proposed project components include:

Component 1: Regional RE Coordination Unit (RCU), Institutional Strengthening, and Implementation Support: This component focuses on establishing a regional entity to coordinate renewable energy (RE) projects, provide technical support, and strengthen institutions.

Component 2: Risk Mitigation Mechanism: This component involves creating a Risk Mitigation Fund to provide partial credit guarantees for RE investments, addressing financial risks and enabling access to debt financing for RE projects.

Component 3: Renewable Energy Integration and Infrastructure Modernisation: This component aims to modernise electricity grids to support RE integration, enhance infrastructure resilience, and improve grid reliability.

Component 4: Contingent Emergency Response Component (CERC): This component is designed to provide emergency response funding in case of a crisis, allowing for the redeployment of project resources to address urgent needs.